

NEW HAMPSHIRE ARMY NATIONAL GUARD TECHNICIAN VACANCY ANNOUNCEMENT Human Resource Office (NHAG-HR) State Military Reservation 4 Pembroke Road Concord, NH 03301-5652



PLEASE POST IN A PROMINENT LOCATION

PLEASE SEND APPLICATIONS TO ADDRESS AS ABOVE

ANNOUNCEMENT DATE 22 September 2005

ANNOUNCEMENT NUMBER NH05-063(AR)

POSITION TITLE, SERIES/GRADE (S)

Management and Program Analyst GS-0343-12

MAXIMUM MILITARY GRADE AVAILABLE LTC/05

POSITION DESCRIPTION NUMBER 70054

SALARY RANGE

GS-12 start pay is \$64,246 per year. Promotion rules apply for technicians currently on board.

AREA OF CONSIDERATION

AREA I all excepted permanent federal technicians of the NHNG AREA II all members of the New Hampshire National Guard

AREA III all individuals eligible to become members of the NH National Guard **Note: This position is open to both Army and Air National Guard personnel.**

CLOSING DATE:

AREA I 12 October 2005 AREA II/III 19 October 2005

DUTY LOCATION

JFHQ-NH

Concord, NH 03301

TYPE OF APPOINTMENT

Permanent Officer Technician

FOR ADDITIONAL INFORMATION

Contact MSgt John Symington at DSN 684-9348, commercial (603) 225-1332, or e-mail john.Symington@nh.nqb.army.mil NH National Guard job postings are available at www.nhpeas.ang.af.mil/hro/jobs or all states at http://www.neguard.com/jobs/Docs/statepoc.htm

INSTRUCTIONS FOR APPLYING

Applicants may choose to submit an OF 612, or a resume.

APPLICATIONS MUST BE RECEIVED IN THE HUMAN RESOURCE OFFICE (NHAG-HR) NO LATER THAN 1600 HOURS (4:00PM) ON THE CLOSING DATE INDICATED ABOVE.

YOUR RESUME OR APPLICATION SHOULD CONTAIN AS A MINIMUM

- announcement number
- title and grade(s) of the position you are applying for
- full name, mailing address (with zip code), day and evening phone numbers (with area code)
- social security number
- current military grade/rank
- current status with the New Hampshire National Guard i.e. current permanent technician, AGR, temporary technician, ADSW
- current or prior technicians must include a copy of your most current Standard Form 50 which annotates your technician status and grade
- * full country of citizenship
- * high school name, city and state; colleges or university name, city and state; majors, type and year of any degrees received
- * personal military experience (DD Form 214)

*AREA II/III applicants only

MAIL RESTRICTION: Applications submitted at government's expense will not be considered. This includes those submitted in government envelopes or postage. Overnight or express mail is discouraged since it will ultimately delay your package getting to HRO.

EXCEPTED SERVICE REQUIREMENT: Technicians in the excepted service are required to wear the military uniform appropriate to their service and federally recognized grade when performing technician duties and are required to comply with the uniform standards of the service.

NATIONAL GUARD MEMBERSHIP IS REQUIRED

EQUAL EMPLOYMENT OPPORTUNITY

The NH National Guard is an equal opportunity employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, membership or non-membership in an employee organization or any other non-merit factor.

OTHER PERTINENT DATA

This vacancy will be processed in accordance with NHNG TPR 335 & Article 16 of the Labor Management Agreement.

THE FILLING OF THIS POSITION IS SUBJECT TO THE AVAILABILITY OF MANPOWER SPACE.

REIMBURSEMENT FOR PERMANENT CHANGE OF STATION (PCS) EXPENSES ARE NOT AUTHORIZED

The Enlistment and Reenlistment Bonus, the Student Loan Repayment Program incentive, and the Selected Reserve Recruitment Health Care Professionals incentive will be terminated upon start date for a military technician position or AGR Title 10 or Title 32 tour. Recoupment may be required depending on the specific incentive contract recoupment procedures.

Selected individual must enroll in the Direct Deposit/Electronic Funds Transfer Program. The Federal Financial Management Act of 1994, SEC 402, Electronics Payments, requires direct deposit to a financial institution for all Federal wage or salary payments.

If you are a male born after 31 December 1959, and you desire employment with the Federal Government, you must be registered with Selective Service.

OTHER REQUIREMENTS In order to comply with the NGB compatibility criteria, selected individual will be immediately assigned to: O1A Immaterial

MINIMUM QUALIFICATIONS REQUIREMENT (S)

* Each applicant must fully substantiate on their application how they meet the requirements listed below otherwise, the applicant will be found unqualified for this position.

GENERAL EXPERIENCE in administrative, professional, investigative, technical or other responsible work which demonstrates analytical ability and a practical theoretical knowledge of the functions, processes and principles of management.

SPECIALIZED EXPERIENCE: 36 Months experience which indicates:

- Comprehensive knowledge of NGB's mission, objectives, procedures, regulatory limitations, and relationship of quality to the state's assigned mission.
- Skill in applying knowledge, experience and problem solving techniques.
- Skill in briefing and reporting findings of investigations, studies and evaluations.
- Demonstrated communication skills both verbal and written.
- Knowledge and skill to develop and implement a quality program and make specific recommendations.

BRIEF JOB DESCRIPTION: This position is located in the Office of the Adjutant General (TAG) and reports to the TAG or designated position. The incumbent serves as the quality program analyst for the statewide National Guard program and provides assistance to each entity that comprises the National Guard in support of the statewide mission for implementation of their quality program. This requires the incumbent to administer equally to the Army and Air National Guard. The purpose of this position is to provide management, direction, implementation, and operation of the Total Quality Management (TQM) systems and processes throughout all areas of statewide National Guard operations. The incumbent provides expert guidance to top management in regards to TQM by identifying organizational needs for improving quality and directing the methodology to accomplish the strategic goals. Performs other duties as assigned.

FOR THE ADJUTANT GENERAL:

DEBORAH L. CARTER, Col, NHNG Director of Human Resources